

Community Development Advisory Commission Meeting
May 8, 2007

The Community Development Commission met on Wednesday, May 8, 2007 in the City Council Chambers located at 221 East Main Street, Round Rock, Texas. The meeting was called to order at 6:00 pm. The following commissioners were present for roll call: Steve Laukhuf, Dina Schaefer, Ricardo Guzman and Lee Moore. Commissioners Karen Adair-Murphy and Martha Chavez were absent.

3. Approval of Minutes: March 7, 2007

The chair called for a motion to approve the March 7, 2007 minutes.

Motion: Commissioner Schaefer moved to approve the March 7, 2007 minutes as submitted. Motion was seconded by Commissioner Moore.

Vote:	Ayes:	Steve Laukhuf
		Dina Schaefer
		Rick Guzman
		Lee Moore
	Noes:	None
	Absent:	Karen Adair-Murphy
		Martha Chavez
	Abstain:	None

Motion carried.

Item 4A: Consider agency presentations regarding applications for Community Development Block Grant (CDBG) funding for program year 2007-2008.

Staff provided a list of applications to the Commission. The Chairman used this list to call for presenters in the order provided. Presenters were asked to explain their program and funding requests.

1. Habitat for Humanity, Sharon Prete, board member, Habitat for Humanity of Greater Round Rock. (\$50,000) Habitat is seeking funding for land acquisition and is currently looking at property on Ledbetter Street. The money could be used to purchase two or three lots.

2. HOPE Alliance, Patty Conner, CEO, Shelter Security program (\$10,980). This is the only family violence and sexual assault shelter in Williamson County. The current security system is failing and cannot be repaired. The line that communicates with the security system continues to fail. CDBG funds will be used to add card readers at the door, and nine cameras to front of house; and three cameras on the sides where hallways and bedrooms are located. Prior CDBG funding in three different years was used to upgrade shelter playground; upgrade the fire alarm system; and, install the perimeter fence. Conner noted that 23% of women and children in the shelter are from Round Rock.

3. AGAPE, Jo Markham, Director of Development, "Earn While You Learn" and Earn When You Return from a Doctor's Visit Incentive Programs. (\$15,000) CDBG funds will be used to purchase items for the Layette Room. Pregnant women participate in these programs to earn "Mommy Money" or "Doctor Dollars" that are exchanged for shopping in the agency's Layette Room. The Layette Room provides a variety of new merchandise for infants, such as clothing, formula, toiletries, diapers, bottles, nursery décor, books, toys, and other miscellaneous baby items. In the Earn While you Learn program, Mommy Money is earned by the client taking a variety of educational classes, such as parenting classes, computer skills, infant CPR and 1st aid, and basic finance and budgeting. Doctor Dollars are earned when a client visits the doctor or clinic for prenatal checkups or for well baby check ups (birth to six months). Markham noted that the youngest client is 12 years old and the oldest is 47.

4. Foundation Communities, Elizabeth Colvin, Director, Community Tax Center. (\$10,000) Free tax preparation for low income families program. The tax center at Baca Center produced 1000 clients. 70% of clients served at Baca were Round Rock residents. CDBG funds will grow program by 25%. The tax preparation program grew by 32% this past year. Overall, 13,000 returns have been done through the Community Tax Center. This program helps clients claim earned tax credits. The Community Tax Center is a one stop shop to access economic development activities. Foundation

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Communities works with clients to set up Individual Development Accounts (IDA), otherwise known as special savings accounts. The maximum amount to save is \$2000, which is matched by Foundation Communities and can be used to purchase a house. The money must be saved within a 3 year period. This organization also provides financial literacy classes, free credit counseling, and bank accounts. A 25% increase will allow Foundation Communities to prepare 1100 returns. The average amount of returns was \$1700 (X 1100 returns = money back into community). Foundation Communities does year round outreach and works closely with the RRISD. Foundation Communities is also an affordable housing corporation. Budget for tax prep centers last year was \$300K. The IRS asked Foundation Communities to take over the VITA program because it wanted to get out of the VITA program. 15% of clients were seniors; vast majority were younger families. CDBG funds will be used to leverage funds for salaries for the Baca Center program.

5. Serving Center, Cynthia Flores. Computers for Kids program. (\$2,500) CDBG funds will be used to purchase license agreements for software in 2008 that will be installed on donated computers. The cost of one license agreement per computer is \$25.00. The computers will be donated to families with children in order to help children keep up with the technology needs required in schoolwork. Each family situation will be looked individually for computer needs (ie age and grade level of child).

6. Round Rock Housing Authority, Ebby Green, Executive Director. Resident Services Coordinator program. (\$15,000) CDBG funds will be used to subsidize the salary of resident services coordinator. This person will assist senior residents access health/nutrition classes, recreational services, and basic home maintenance; assist single parents obtain resources to become more self-sufficient, including GED, college, interviewing assistance, and job search assistance; assist disabled resident clients access basic services as needed; provide tutoring/mentoring for resident tenant children; help develop peer support groups within the RRHA communities; and assist in identifying

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new resources to fund resident services on a long term basis. HUD funding for the Housing Authority has been cut an additional 12%. There are 200 families on the waiting list that averages 18-24 months for available housing; 98% of the units are occupied. The Housing Authority is in process of applying for tax credits for development located on 1460 and Hwy 79 by HEB.

7. Catholic Charities, Senior Case Management. (\$12,500) No representative present. No presentation.

8. WBCO, Andrew Shell, Executive Director. Round Rock Senior Congregate Meal Program. (\$22,500) CDBG funding will be used for food costs, supplies, gas, and personnel. 1000 meals per day are served through the Congregate Meal program and Meals on Wheels. Since moving into Baca center participation has skyrocketed. WBCO is not being fully reimbursed for the number of meals being served through the Congregate Meal program. Persons under the age of 60 pay \$5.50 for a meal; seniors over 60 contribute \$2.00 for a meal. Clients are bussed in from nursing homes, retirement homes, and the housing authority.

9. Parks and Recreation Dept., Nette Werling, Community Recreation Manager. Play for Life scholarship program. (\$15,000) Main goal to provide the opportunity for children of low-to-moderate income families to participate in “active” activities throughout the year. Play for Life is 90% active, meaning eligible programs are the physically active programs such as gymnastics, basketball, swimming, etc. This program is funded 100% by CDBG. PARD has proposed 1% back on revenues to use with the ACTIVE program to leverage future scholarships. PARD has looked at other foundations for funding, but the city’s per capita exceeds foundation caps. 405 children have received CDBG funded scholarships. The bulk of CDBG funding is used for summer program scholarships.

10. ACORN. ACORN Housing Corporation Housing Counseling program. (\$47,060) No presenter or presentation.

11. City of Round Rock, Office of Community Development, Mona Ryan, Community Development Coordinator. Single Family Owner Occupied Home Rehab and Repair Program. (\$300,000) The purpose of this program is to assist income eligible homeowners by providing grants for necessary home repairs. Preservation of these homes is crucial to maintaining the integrity of the neighborhoods and sustaining the quality of life of our citizens. The housing inventory that was constructed during the boom period, mid-1980's, represents a large majority of declining neighborhoods. Older established subdivisions such as Round Rock West, South Creek, Chisholm Valley, Old Town, historic downtown Round Rock, Mesa Ridge, and many others have homes with visible signs of deterioration. A minimum of 12 properties will be rehabilitated and brought from substandard condition to current code standards. The maximum funding per rehab project is \$25,000; however, not all homes may require the full amount for rehab. The rehab program has two levels: (1) full rehab up to \$25,000 or (2) limited repairs when rehab is not feasible up to \$10,000 for roof, HVAC, plumbing or electrical repairs.

12. City of Round Rock, Office of Community Development, Mona Ryan, Community Development Coordinator. Program Administration. (\$80,691). This amount represents 20% of the total entitlement, which is the maximum a grantee is allowed for CDBG program administration. This funding will support staff salaries and day to day operations of the Office of Community Development

Item 4B: Consider discussion regarding establishing a review subcommittee for grant applications.

The Subcommittee will review the grant applications and make funding recommendations. The following dates were reserved at the McConico Community Room by staff for the application review:

May 16, 2007 Wednesday 5:30 pm – 8:00 pm

May 21, 2007 Monday 5:30 pm – 8:00 pm

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May 23, 2007 Wednesday 5:30 pm – 8:00 pm

The funding recommendations will be incorporated into the Draft Fourth Year Annual Action Plan that will be available for a 30 day comment period beginning June 18.

The Chairman requested the review meeting to be held in the Council Chamber instead of the McConico Building if possible. The consensus was to hold the meeting on May 21. Ryan agreed to check the availability of the Council Chamber on Monday, May 21, 2007.

Item 4C: Consider recommendation and possible action on review subcommittee for grant applications.

The Chairman asked for volunteers for the subcommittee. All commissioners expressed a desire to be on the review committee. Mr. Laukhuf noted that Karen Adair-Murphy told him she wanted to be on the review subcommittee. Ryan explained that with quorum attending, the meeting would require posting a formal agenda and be subject to the open meetings rule. No vote was taken on a subcommittee roster. An agenda would be posted for an open meeting on May 21, 2007.

5. Adjournment:

Being no further business discussion, the meeting adjourned at 7:50 pm
Respectfully submitted,

Mona Ryan,
Community Development Coordinator